



Loudoun County, Virginia

www.loudoun.gov

Department of Parks, Recreation and Community Services

215 Depot Court, S.E., Leesburg, VA 20175

703-737-8042 • Fax: 703-771-5354

March 18, 2010

Dear Parents and/or Caregivers:

Adaptive Recreation (AR) Summer Camp registration is just around the corner! **New Campers** will need to register in person at 215 Depot Court, SE, Leesburg, VA 20175 on April 19, 2010. **Returning campers** will find all required camp forms enclosed in this packet, which we **MUST** have in order to process your camper's application. **ALL Campers:** ALL forms must be 100% completed and returned, along with \$25 weekly placeholder deposits and a one-time \$25 registration payment, to register your child for camp. If any form is not 100% completed, we will not be able to register your child for camp.

- ☐ Complete AR Registration, Health/Skills, & Permission forms. Transportation & Med forms, if needed.
- ☐ **NEW Campers only!** Upon registration we must have the following: proof of child's identity (i.e: birth certificate, most recent school records, passport, IEP) and School Health forms & immunization records - copy can usually be obtained from child's school, but that may take extra time so please plan accordingly.
- ☐ Pay a \$25.00 non-refundable registration fee per child and a \$25 non-refundable deposit for each week your camper is interested in attending.
- ☐ If you wish to apply for a scholarship, you must call 703-771-5013 and request information.
NOTE: *Scholarships will not cover the registration or multiple deposits, unless the entity providing the scholarship has given PRCS, Adaptive Recreation written confirmation on or before April 15, 2010.*
- ☐ **County Cancellation Policy:** If you need to cancel a class/program, and you make the request 15 or more days before the start date, a full refund, MINUS a 15% administrative fee (maximum of \$15), will be offered. If you cancel a class/program registration 14 or fewer days before the start date, a refund of 50% will be offered. Cancellation requests must be submitted in writing. The request should be dated and sent by e-mail, fax, or mail directly to the program manager offering the class/program. All refunds may take up to 7-10 business days to process.

Refund/Cancellation Contact: Maria Auger, Adaptive Recreation Coordinator

MAIL: 215 Depot Court, SE, 2nd Floor, Leesburg, VA 20175

FAX: 703-771-5383 **PHONE:** 703-771-5013

E-MAIL: maria.auger@loudoun.gov

Camp Weeks	June 28-July 2	July 6 - 9 (no camp 7/5)	July 12-16	July 19-23	July 26-30	August 2-6	August 9-13
Theme	Discovery Camp	Green-A-Mania	Camp Olympiad	Back to Future	Camp goes International	Wild, Wild West	Surfin' Safari
Camp Fees	\$155	\$124	\$155	\$155	\$155	\$155	\$155
Payment Date	June 7	June 14	June 21	June 28	July 5	July 12	July 19
Payments After Deposit	\$130	\$99	\$130	\$130	\$130	\$130	\$130

Camp registration, for everyone, begins April 19, 2010 at 7:00am; on a first come first serve basis and is ongoing until all rooms are full. Please feel free to contact me (703-771-5010) with any questions about the registration process or camp in general; or visit our website at www.loudoun.gov. Thank you and we look forward to providing your child/ren with a happy, successful and fun camp experience!

Sincerely,

Adaptive Recreation Camp Specialist
215 Depot Court, SE, 2nd Floor
Leesburg, VA 20175

shayle.cavalli@loudoun.gov

Office: 703-771-5010

Fax: 703-771-5383